



**Department of Corrections**  
**ADMINISTRATIVE BULLETIN**

**Subject: USE OF INMATE LABOR  
ON SECURITY SYSTEMS**

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This Administrative Bulletin is intended to reestablish and clarify departmental policy about the use of inmates to effect repairs or to maintain security systems in California Department of Corrections' (CDC) facilities.

It has been the established policy that inmates not be employed as locksmiths in prison. Inmates may not be used to repair or maintain keys, locks, locking hardware, and associated equipment. With the advent of the new prisons, the types of security systems have become more complex and rely to a greater extent on sophisticated electronics and computer based technology. Because of the complex and sensitive nature of these systems, it is the policy of the Department that inmates are not employed in any capacity to construct or retrofit, or effect repairs or maintenance, whether routine or emergency, of any security system, or component thereof, in any prison.

For the purposes of this policy, security system includes: door locks, controls, indicators, actuators, remote sensors, electronic perimeter detection systems telemetry systems, transponders, radio communication equipment, including all CDC and California Highway Patrol radios, private automated branch exchange telephone equipment, personal distress alarm systems, fire alarm control systems, closed circuit television systems, except inmate television systems unless the systems are tied together, and each and every component of these systems. Also included in this policy is the construction, retrofitting, repair, and maintenance of perimeter fence systems, except that inmates may be used to clean the grounds between perimeter fences.

Should you have any questions about application of this policy please contact Carl M. Larson, Assistant Deputy Director, Institutions Division at (916) 445-8170 or ATSS 485-8170.

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